



Children & Young Person's Counsellor – Job Description

Job Title:	Children & Young Person's Counsellor
Hours:	Flexible hours, from 22.5 – 30 hours per week. Working hours will include early evening, after school hours. Typical hours of work are Monday to Thursday 10am to 6pm and 12pm to 8pm.
Salary:	£26,988 per annum, pro rata
Holidays:	25 days per annum plus bank holidays (pro rata)
Reporting to:	Counselling Team Leader
Location:	Face to face work at Visyon Congleton and possible other outreach locations in the Cheshire East area.

Visyon purpose:

To prevent mental health from negatively impacting on the lives of the young people in our community.

Visyon values:

To be welcoming & celebrate everyone as individuals, building meaningful relationships, Value the lived voice, to act with integrity.

Purpose of the Job:

The post holder will work as part of the Visyon team, providing a wide range of time-bound, outcome-focused therapeutic interventions to children and young people and their families as directed. The post holder will be a qualified counsellor and will also have experience of working with children under 11 using play and creative interventions to help them express themselves.

Visyon places a high value on governance and accountability. We work with often complex clients, meaning risk management and safeguarding are essential parts of our work. Visyon has a robust safeguarding and risk management process, which includes on-call safeguarding officers who can be consulted about any safeguarding and risk concerns a Visyon team member has.

Working with Visyon requires flexibility, strong communication, organisational skills and working effectively with children and young people, and others who support them.

The ability to support and manage client risk and know when to seek support internally and recommend a referral onto another agency is essential within this role.

Duties

1. This role operates within a standard operating procedure provided by the relevant service manager to identify day to day duties and expectations.
2. To provide therapeutic interventions to children & young people aged 11 -18 on a one-to-one basis and within a group work setting as required. Working and communicating with parents when needed.
3. To provide Open Access and Assessment sessions. These are one off appointments offered by Visyon on referral, to assess client need and risk, suggest immediate strategies and techniques and any necessary signposting.
4. To ensure all data is recorded using the Visyon database with emphasis on good record-keeping and prompt follow-up action, in line with Visyon's policies and procedures.
5. To engage with service users in recording their experiences, outcomes and the impact of interventions, in order to ensure the continuing relevance and efficacy of Visyon's interventions, and to evidence our impact.
6. To manage a caseload so that planned interventions are delivered to required standards of quality and timeliness and within authorised expenditure budgets.
7. To actively manage client risk and refer onto other agencies when appropriate.
8. To take responsibility for reporting all safeguarding concerns in accordance with Visyon and the relevant local authority's, safeguarding policies.
9. To collaborate productively with Visyon staff and volunteer team, and partner agencies to support the agreed work programmes against clearly defined objectives.
10. To engage in the process of supervision with your line manager as required.
11. To develop productive partnerships with workers from a range of organisations and relevant groups as directed by your line manager. Promoting the work of Visyon to these and other bodies as appropriate.
12. To signpost young people to other relevant services as appropriate.
13. To participate in Visyon's training and programmes of continuous professional development for staff.

14. To be accountable for own practice, professional actions and professional boundaries.
15. To attend the minimum monthly clinical supervision for the number of practicing hours and ensure membership of a therapeutic governing body.
16. To actively encourage service users to provide feedback on their experience of the Visyon service and assist them to influence the general running and decision making of the organisation.
17. To adhere to all Visyon policies and procedures, including awareness of individual responsibilities under health and safety legislation, drawing any areas of potential risk to the attention of managers, confidentiality and GDPR.
18. To undertake any other duty, which is appropriate to the job, when requested by the line manager.

Other Information

1. The jobholder will need to be prepared to travel within the area of work as required.
2. The role requires working within the hours of operation of Visyon (Monday to Thursday 9-8pm) with typical working hours being 12-8pm and 10-6pm.
3. Legitimate travel expenses for authorised use of own vehicle will be paid at an agreed rate. Train (second class) and bus fares incurred for business travel will be reimbursed.
4. Employees using their own vehicles for work purposes are responsible for ensuring that they have the correct insurance cover and other legislated documents and present them for inspection on request.
5. The post-holder will be subject to an Enhanced Disclosure and Barring Service check.
6. Relevant qualifications and registrations identified as required of the post holder must be current and maintained.

Person Specification

Post Title: Children & Young Person's Counsellor

Education	Essential	Desirable
Professional / Advanced Diploma in Counselling (at a recognised training institution).	✓	
Member of BACP or equivalent professional association	✓	
BACP accreditation		✓
Formal training in other therapeutic models, such as CBT		✓

Experience	Essential	Desirable
Demonstrably extensive supervised counselling / therapy experience.	✓	
Working with young people aged 11-18, one-to-one therapeutically	✓	
Working with under 11's		✓
Working with clinical risk	✓	
Evidence of consistent, ongoing clinical supervision in line with professional code of ethics.	✓	
Demonstrable experience of working successfully with a caseload of young people with complex emotional health needs.	✓	
Using an integrative approach		✓
Working with children and young people's feedback systems that empower them to influence their treatment and recovery		✓
Working with other professional agencies		✓
Competence in use of Information Technology including MS Office, Excel and Video conferencing such as ZOOM and MS Teams.	✓	
Working with a charity		✓
Working effectively in a team and with volunteers		✓

Knowledge, Skills and Understanding	Essential	Desirable
Demonstrable understanding of mental health issues in the context of the needs and behaviours of children and young people	✓	
Understanding of Safeguarding and child protection	✓	
Understanding of confidentiality and GDPR policies and procedures	✓	
Communicates in a clear manner both written and orally	✓	
Able to devise an appropriate therapeutic case plan for each client		✓
Awareness of different activities on offer for young people in Cheshire East		✓
Demonstrable understanding and working within clear professional and ethical boundaries	✓	
A demonstrable understanding of and commitment to equal opportunities and diversity, and the ability to work in a non-judgmental and non-discriminatory way.	✓	
Knowledge and understanding of multiple therapeutic models, such as Person-centred therapy and CBT		✓
Demonstrable ability to work to timescales.		✓

Other	Essential	Desirable
Willing to work outside usual office hours, including evenings and occasional weekends	✓	